

**Executive Officer Report
California Victim Compensation and Government Claims Board
Proposal to Approve Trauma Recovery Center Grant Awards**

May 21, 2015

Background

On July 1, 2013, Government Code section 13963.1 became law requiring the Victim Compensation and Government Claims Board (Board) to administer a program to evaluate applications and award grants to trauma recovery centers (TRC) in California. The TRCs shall provide services to underserved victims of crime. Upon appropriation by the Legislature, the Board shall award grants totaling up to two million dollars (\$2,000,000) per year. The Board may award consecutive grants to a trauma recovery center to prevent a lapse in funding. Any portion of a grant that a trauma recovery center does not use within the specified grant period shall revert to the Restitution Fund.

Action Requested

Based on the results of the scoring process, it is requested that the Board approve the following three Trauma Recovery Center grant awards for 2015-16, beginning July 1, 2015:

1. Children's Nurturing Project, \$426,341.00
2. Fathers and Families of San Joaquin, \$716,932.00
3. Special Service for Groups, \$856,727.00

Summary of Application Process

- The Notice of Funds Available (NOFA) was placed on the Board's website on February 19, 2015.
- The grant application period began February 19, 2015 and ended March 30, 2015.
- The Board received 10 applications for this competitive grant program.
- All 10 applications were reviewed to ensure they met the minimum qualifications as outlined in the NOFA. It was determined that seven of the applications met the minimum qualifications.
- The seven applications that met the minimum qualifications were then scored according to the attached Scoring Criteria for TRC Grant Applications.
- The three highest scoring applicants are recommended to receive a grant. The recommended amounts are based on their funding requests and funds available.

Description of Applicants Recommended for Award

Applicant	Proposed Fund Award
<p>Children's Nurturing Project (CNP)</p> <p>The Children's Nurturing Project is partnering with LIFT3 Support Group (LIFT3) to provide a comprehensive system of care including provision of trauma-informed mental health treatment, case management, and community outreach. CNP and LIFT3 are both members of Solano County's Human Trafficking Task Force as the TRC is located in the middle of the "Sex Trafficking Loop", a circle of urban areas connected by interstate highways often used by human traffickers as a "trade route." This loop encircles Richmond, San Francisco, Los Angeles, Las Vegas, and Sacramento, with Solano covering a large area in between Richmond and Sacramento. CNP collaborates with the Solano County District Attorney's Office, Solano County Office of Family Violence Prevention, Solano Family Justice Center, Solano County Human Trafficking Task Force, Solano County Health and Social Services, local law enforcement agencies, Solano County Juvenile Detention Facility, Solano County Probation Office, domestic violence and homeless shelters, local medical providers, and volunteers from the communities where most victims reside.</p>	<p>\$426,341 for 2 years</p>
<p>Fathers and Families of San Joaquin: Stockton Trauma Recovery Center (STRC)</p> <p>The Stockton Trauma Recovery Center will be located in downtown Stockton at the Fathers and Families of San Joaquin (FFSJ) Center. In the US, Stockton has the 3rd highest crime rate and the 4th highest rate of homelessness (U.S. Department of Housing and Urban Development, 2012). The FFSJ Center has offered services to at-risk populations and trauma victims since 2003. The STRC is partnering with San Joaquin Behavioral Health Services to provide comprehensive mental health and recovery services to victims of crime. The STRC will also collaborate with the Community Corrections Partnership, the Healthy San Joaquin Collaborative, San Joaquin General Hospital, Saint Joseph's Medical Center, the Women's Center of San Joaquin, the Stockton Shelter for the Homeless, the San Joaquin County Probation Department, Prevention and Recovery in Early Psychosis, the San Joaquin County Human Services Agency, San Joaquin Senior Services, the Stockton Police Department, the San Joaquin County Sheriff's Department, and the San Joaquin County District Attorney's Office.</p>	<p>\$716,932 for 2 years</p>
<p>Special Service for Groups (SSG)</p> <p>SSG is an established, multi-faceted community based organization serving South Los Angeles. The SSG TRC provides mental health services for underserved crime victims through the Homeless Outreach Program Integrated Care System. Collaborative efforts with South Los Angeles Drop-in Center, the local primary care medical clinic, local domestic violence shelters and the District Attorney's Victim Assistance Center provide enhanced services and strong outreach. SSG's network of partners also includes local churches, the YWCA, the Coalition To Abolish Slavery and Trafficking, Women's Temporary Housing Program, the LA County Department of Mental Health, the LA County Department of Children and Family Services, the LA County Department of Health Services, the Centers for Women and Children, First to Serve, the Bethel Church Winter Shelter Program, House of Ruth, and the Central City Community Health Center. SSG was awarded a TRC grant in 2013.</p>	<p>\$856,727 for 2 years</p>
<p>Total Award</p>	<p>\$2,000,000</p>

Scoring Criteria for TRC Grant Applications

Instructions for scoring each application

Please evaluate the application according to the number of points allotted to each category. A total of 100 points is possible.

Scoring criteria are listed under each category. Examples of how the applicant might score a high, medium or low score within each scoring category are provided.

Formatting Requirements:

- Use 11-point Arial font
- Double-Spaced
- One inch margins on all sides
- Number all pages of the application packet

Program Narrative

- | | |
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| • Cover Letter, Length of Cover Letter & Program Narrative | 5 Points |
| • Eligible Applicant | 25 Points |
| • Eligible Activities | 20 Points |
| • Timeframe | 5 Points |
| • Preference Points | |
| ○ Underserved | 5 Points |
| ○ Range of Crimes | 5 Points |
| ○ Geographic Area, Crime Rate & Number of Victims Served | 5 Points |

Budget	10 Points
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Budget Narrative

- | | |
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| • Budget Narrative Body | 7 Points |
| • Sustained Funding | 3 Points |

Letters of Support	<u>10 Points</u>
	100 Points

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1. PROGRAM NARRATIVE (70 Points)

- Cover Letter, Length of Cover Letter & Program Narrative 5 Points
 - Eligible Applicant 25 Points
 - Eligible Activities 20 Points
 - Timeframe 5 Points
 - Preference Points
 - Underserved 5 Points
 - Range of Crimes 5 Points
 - Geographic Area, Crime Rate & Number of Victims Served 5 Points
- 70 Points

Cover Letter, Length of Cover Letter & Program Narrative (5 or 0 Points)

1.1	Cover letter, Length of Cover Letter & Program Narrative
1.1.1	<p>5 = The cover letter includes the legal name of the organization that will be responsible for grant administration, complete contact information for a primary and secondary contact, name of the person with signature authority and the amount of funds requested. The cover letter does not exceed 1 page and the program narrative does not exceed a maximum of 15 pages.</p> <p>0 = Information is missing from the cover letter or the narrative exceeds the maximum of 15 pages.</p>

Eligible Applicant (25 Points)

Does the applicant demonstrate the ability to provide the following?

1.2	Eligible Applicant – Rating quality of description 0 to 5 points each
1.2.1	<p>Providing mental health services:</p> <p>5= Applicant provides a detailed description of the knowledge, experience and ability to provide trauma-focused, evidence based mental health treatment to underserved crime victims, including what type of clinicians could be responsible for providing the mental health treatment.</p> <p>3 = Applicant provides a general description of the knowledge, experience and ability to provide mental health treatment to underserved crime victims, but does not specifically describe the type of mental health treatment or what type of clinician will provide the mental health treatment.</p> <p>1 = Applicant provides a minimal description of the ability to provide mental health treatment, but does not give a description of the knowledge, experience or ability on how to do so.</p>
1.2.2	<p>Providing assertive community-based outreach and clinical case management:</p> <p>5 = Applicant provides a detailed description of the knowledge and ability to provide full community-based outreach to, and clinical case management for, underserved crime victim populations. Descriptions include how both the above are accomplished and who is responsible for the clinical case management, which includes assessment of need and implementation of care plans, and ongoing support in areas such as housing, employment,</p>

	<p>social relationships, and community participation.</p> <p>3 = Applicant provides a general description of the ability to provide community-based outreach to, and clinical case management for underserved crime victim populations, but does not demonstrate the knowledge and ability to provide the services or how the services are provided.</p> <p>1 = Applicant provides a minimal description of the ability to provide community-based outreach and clinical case management and does not provide details.</p>
1.2.3	<p>Coordination of care among medical and mental health care providers, law enforcement agencies, crime victim service providers and other social service agencies:</p> <p>5 = Applicant provides a detailed description of the knowledge and ability to provide the coordination of care among the providers listed above. Descriptions include how the applicant provides this coordination in detail.</p> <p>3 = Applicant provides a general description of the knowledge and ability to provide the coordination of care among the providers listed above, but descriptions are not detailed.</p> <p>1 = Applicant provides a minimal description of the coordination of care among the providers listed above and does not provide the knowledge, ability or how to do so.</p>
1.2.4	<p>Services to family members and loved ones of homicide victims:</p> <p>5 = Applicant provides a detailed description of the knowledge and ability to provide services to family members and loved ones of homicide victims. The description includes what types of services are provided and how the services are provided.</p> <p>3 = Applicant provides a general description of the knowledge and ability to provide services to family members and loved ones of homicide victims, but does not provide details of what type of services are provided and how the services are provided.</p> <p>1 = Applicant provides a minimal description, but does not provide a description of the knowledge and ability to provide services to family members and loved ones of homicide victims, or what types of services are provided and how the services are provided.</p>
1.2.5	<p>A multi-disciplinary staff of clinicians that includes licensed psychiatrists, psychologists and social workers (these clinicians can be either salaried or contract positions):</p> <p>5 = Applicant provides a detailed description of the clinical multi-disciplinary staff, including the experience of each clinician and how each position will be utilized if the grant is awarded.</p> <p>3 = Applicant provides a general description of the clinical multi-disciplinary staff and does not provide a description of the experience of each clinician, or how each position will be utilized if the grant is awarded.</p> <p>1 = Applicant provides a minimal description and does not provide a description of the clinical multi-disciplinary staff, or include the experience of each clinician and how each will be utilized if the grant is awarded.</p>

Eligible Activities (20 Points)

Does the applicant demonstrate the ability to accomplish the eligible activities?

1.3	Eligible Activities – Rating quality of description 0 to 5 points each
1.3.1	<p>Assist victims with applying for crime victim compensation:</p> <p>5 = Applicant demonstrates a working relationship with county victim assistance centers to facilitate submitting applications through the victim assistance center to CalVCP. Applicant demonstrates an understanding of all the benefits offered by CalVCP in addition to mental health treatment. Applicant demonstrates an ability to make referrals to other service providers as needed.</p> <p>3 = Applicant demonstrates a general understanding of all the services covered by CalVCP in addition to mental health treatment. Applicant demonstrates an understanding of the CalVCP application process and county victim assistance centers, but does not show evidence of a working relationship with the local victim assistance center beyond a basic letter of support.</p> <p>1 = Applicant demonstrates a minimal understanding of all the services covered by CalVCP. Applicant's understanding of the application process is incomplete. Applicant does not show evidence of a working relationship with the local victim assistance center beyond a basic letter of support.</p>
1.3.2	<p>Collaborate with other community services, including, but not limited to, local crime victim service providers such as:</p> <ul style="list-style-type: none"> • County victim assistance centers • Domestic violence shelters • Sexual assault crisis centers <p>5 = Applicant demonstrates an understanding of how the population served may need additional services and what those services are beyond the TRC. Applicant demonstrates a working relationship with other community services and demonstrates an ability to connect the client with those services.</p> <p>3 = Applicant demonstrates an understanding of how the population served may need additional services and what those services are beyond the TRC, but does not show evidence of a working relationship beyond basic letters of support.</p> <p>1 = Applicant demonstrates limited knowledge of other services the population being served may need and does not show evidence of a working relationship with other community services.</p>
1.3.3	<p>Facilitate cooperation of victims with law enforcement:</p> <p>5 = Applicant demonstrates a significant working relationship with local law enforcement and the ability to facilitate increased crime reporting and cooperation by victims.</p> <p>3 = Applicant generally demonstrates the ability to facilitate increased crime reporting and cooperation by victims and does not show evidence of a working relationship with local law enforcement beyond basic letters of support.</p> <p>1 = Applicant demonstrates minimal ability to facilitate increased crime reporting and cooperation by victims and does not show evidence of a working relationship with local law enforcement.</p>

1.3.4	<p>Provide training to law enforcement, community-based agencies, and other health care providers on the identification and effects of crime and the treatment of trauma caused by crime:</p> <p>5 = Applicant demonstrates a depth of understanding of the identification and effects of crime and trauma and how this information should be delivered to each specific audience named above. Also, describes a specific plan for such training and demonstrates the ability to deliver the training.</p> <p>3 = Applicant demonstrates a basic understanding of the effects of crime and trauma, but does not show evidence of specific plans for training each type of organization.</p> <p>1 = Applicant demonstrates minimal understanding of the effects of crime and trauma and does not show evidence of specific plans for training each type of organization.</p>
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Timeframe (5 Points)

How well does the applicant describe the timeframe for providing services?

1.4	Timeframe – Rating quality of description 0 to 5 points
1.4.1	<p>How well does applicant describe the schedule for implementing the activities? Does applicant include specific goals, objectives and/or milestones to measure progress within the timeframe?</p> <p>5 = The schedule, goals, objectives and milestones are clear and well defined.</p> <p>3 = The schedule, goals, objectives and milestones are more general, lack specificity.</p> <p>1 = The schedule goals, objectives and milestones are vague or general.</p>

Preference Points (15 Points)

Underserved (5 Points)

How well does the applicant describe how services will be provided?

Victims of crime who typically are unable to access traditional services, including, but not limited to victims who are:

- homeless
- chronically mentally ill
- of diverse ethnicity
- members of immigrant and refugee groups
- disabled
- having severe trauma-related symptoms or complex psychological issues
- juvenile victims, including minors who have had contact with the juvenile dependency or justice system

1.5	Preference Points – Rating quality of description 0 to 5 points
1.5.1	Underserved Victim Populations
1.5.1.1	<p>5 = Applicant demonstrates a specific plan for outreach to each population and describes the services that will be provided to each population.</p> <p>3 = Applicant's description of the plan for providing services is more general. The applicant does not specify a plan for each type of population.</p> <p>1 = Applicant provides only basic information about an outreach plan and proposed services.</p>

Range of Crimes (5 Points)

Victims of a wide range of crimes, including, but not limited to:

- sexual assault
- human trafficking
- domestic violence
- physical assault
- shooting
- stabbing
- vehicular assault
- family members and loved ones of homicide victims

1.5.2	Victims of a Wide Range of Crimes
1.5.2.2	<p>5 = Applicant demonstrates a specific plan for outreach to victims of each type of crime and describes the services that will be provided to each group.</p> <p>3 = Applicant's description of the plan for providing services is more general. The applicant does not specify a plan for each group.</p> <p>1 = Applicant provides only basic information about an outreach plan and proposed services.</p>

Geographic Area, Crime Rate & Number of Victims Served (5 Points)

Applicants whose services are located in an area where the rate of crime and geographic distribution serve the greatest number of victims.

1.5.3	Geographic Area, Crime Rate & Number of Victims Served
1.5.3.1	<p>5 = Applicant clearly demonstrates through data and narrative that the greatest number of victims will be served based on the ratio of rate of crime and geographic distribution.</p> <p>3 = Applicant provides only a general explanation that the greatest number of victims will be served based on the ratio of rate of crime and geographic distribution.</p> <p>1 = Applicant does not describe or document in detail that the greatest number of victims will be served based on the ratio of rate of crime and geographic distribution.</p>

2. BUDGET (10 points)

Eligible Costs

Direct Costs:

- Salary and benefits for personnel providing direct treatment, including:
 - Activities such as mental health treatment, clinical supervision, social work, victim advocacy and case management
 - Administrative salaries related to the support of direct treatment and other eligible activities

- Other services provided to clients, such as transportation costs for clients (Including bus passes and taxi vouchers for treatment visits)
- Outreach activities as described in the Eligibility Criteria (Section 4) of this NOFA
- Operating expenses related to direct services such as rent, utilities, postage, telephone, etc.
- In-state travel costs for staff to perform eligible activities. Travel will be paid according to PML2013-022, or the state policy in effect at the time the cost is incurred.
- Evaluation costs

Indirect Costs:

- Limited to a maximum of five percent (5%) of the total grant award
 - A copy of the indirect cost allocation plan demonstrating how the indirect cost rate was established must be included with the application for funding
 - All costs included in the plan shall be supported by formal accounting records which substantiate the propriety of such charges

If an applicant already has an approved indirect cost rate agreement with the State or Federal government that exceeds the maximum 5% of the grant award, the applicant can submit the existing approved indirect cost rate agreement with the understanding that the Board will only allow a maximum allocation of 5%.

Ineligible Costs

Ineligible costs include:

- Any expenses incurred before the grant agreement is executed
- Travel costs to attend conferences and training
- Remodel or refurbishing costs
- The purchase of office furniture or electronic equipment
- Reimbursement for appointments missed by clients

The cost for services provided with grant funds must not be charged to or paid for by any other sources of reimbursement including private insurance, federal, state, local funds, or victim compensation funds.

2	Budget
2.1	<p>10 = Applicant submits the budget on the correct form and costs are allocated according to the requirements outlined in the NOFA.</p> <p>5 = Applicant submits the budget on the correct form , but costs are not allocated according to the requirements outlined in the NOFA, or it is difficult to understand what the request is.</p> <p>1 = The budget is not submitted on the correct form or it is difficult to determine what is being requested.</p>

3. BUDGET NARRATIVE (10 Points)

- Budget Narrative Body 7 Points
- Sustained Funding 3 Points
10 Points

3.1	Budget Narrative Body
3.1.1	<p>7 = The budget narrative clearly describes the nature and amount of the request and the time frame for the request. The budget narrative clearly describes each portion of the budget, including, but not limited to each position to be funded, types of operating expenses requested, other sources of funding allocated to this project, and proposed quarterly draw schedule. The narrative is no more than 4 pages in length.</p> <p>4 = The budget narrative generally describes some, but not all, of the required information.</p> <p>1 = The budget narrative vaguely describes some, but not all, of the required information. The budget narrative exceeds 4 pages in length.</p>
3.2	Sustained Funding
3.2.1	<p>3 = Applicant provides a detailed description of their potential for long-term sustained funding from other sources.</p> <p>2 = Applicant provides a general description of their potential for long-term sustained funding from other sources.</p> <p>1 = Applicant provides a minimal description of their potential for long-term sustained funding from other sources.</p>

4. LETTERS OF SUPPORT (10 Points)

4	Letters of Support
4.1	<p>10 = Letters of support or collaborative agreements included from medical and mental health care providers, law enforcement agencies, county crime victim assistance centers as designated by California Penal Code 13835.2, sexual assault crisis centers, domestic violence programs, other crime victim service providers, and other social services agencies from within the applicant's designated service area. The letters specifically pertain to this project. The letters are substantive in content and clearly explain the collaborative or cooperative arrangement between the entities.</p> <p>5 = Fewer letters of support are included, or the letters of support are not substantive in content.</p> <p>1 = Few letters of support are included and the letters are not substantive in content.</p>